

## Section Overview

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### Introduction

The objective of this section is to provide a concise, user friendly job aid for the user at the PERSRU to complete a PCS Reporting event in SDA II on reserve members who are coming on extended active duty for greater than 139 days. This event contains information on:

- Purpose of event.
- Any references.
- Fast Path ID and Data Entry.
- PCS Reporting Transaction (with SDA II screen examples and field descriptions).

**Note:** Element codes (highlighted bold in parenthesis) are provided on the SDA II screen examples, however this information does not appear on the screen in SDA II.

- What effects the PCS Reporting transaction has on PMIS/JUMPS.
- If corrections and deletions can be made to the PCS Reporting transaction.
- Any additional information that the user needs to know about a particular transaction other than the PCS Reporting transaction.

**VERY IMPORTANT:** Please refer to the appropriate section in Chapter 2 of this manual to complete additional transactions required in connection with this event, but not covered in this chapter.

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### In this Section

The following topics will be discussed in this section:

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## PCS Reporting Event for Regular Reserve Members Coming on Extended Active Duty Greater than 139 Days

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**Purpose** This PCS Reporting event is used to complete the necessary transactions (which may require input into PMIS/JUMPS) on a reserve member who is coming on extended active duty for greater than 139 days. This event should **not** be used for:

- Reserve members, who are **not** on extended active duty, being transferred from one unit to another.
- Reserve members who are currently on extended active duty for greater than 139 days.
- Creating Retirement or RELAD orders on a reserve member who is currently on extended active duty.

**References**

- a. Personnel and Pay Procedures Manual, HRSICINST M1000.2 (series)
- b. Query Manual, HRSICINST M5230.2 (series)
- c. Pay Manual, COMDTINST M7220.29 (series)
- d. Personnel Manual, COMDTINST M1000.6 (series)
- e. Joint Federal Travel Regulations
- f. Reserve Policy Manual, COMDTINST M1001.28 (series)

**Fast Path ID and Data Entry** Enter “tpcsrpt” for Fast Path ID or press “AABA” from the Main Menu Screen in SDA II. Enter the member’s SSN or last name and press ‘GO’. The following question will be asked: **“Is this reservist entering extended active duty (140 days or greater)?: “N”**

**Note:** If this question does not come up on the member, then the information that the system has on the member is incorrect (not showing the member as a reservist) and the System Administrator should contact the HRSIC SDA II Team to correct the problem.

For this event, the question should be changed to “Y” for YES. Press <GO>.

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